

**BOARD OF LICENSURE OF WATER TREATMENT PLANT OPERATORS**  
**January 20, 2005 Meeting**

**Members Present:**

Carlton Gardner (2<sup>nd</sup> Chair)  
Lowell Martin  
Chris Crovo  
David Bartlett  
Teresa Trott

**Others Present:**

Beth Pratte  
Carol Champagne

**Called to Order:**

The meeting was chaired by Carlton Gardner and was called to order at 9:10 A.M.

**General Administration:**

Election of Officers: Chris Crovo re-nominated Trevor Hunt, Carlton Gardner seconded and the Board voted unanimously. Trevor Hunt will continue as Chairman of the Board of Licensure of Water System Operators.

Meeting Minutes: Terry made a motion to accept the November 18, 2004 minutes, Lowell Martin 2<sup>nd</sup>. The minutes were accepted as amended.

Financial:

Collected	\$5,920.
ERG Billed	12,725.
Expenses	16,340. Exams
Balance	31, 344.93
Outstanding Bills	7,526.

Begin 2004 Fiscal Year	\$34,941.77
Collected	27,084.
Expenses	41,779.04
End Fiscal Year 2004	20,248.73

Beth Pratte's position will be filled by a NEIWPICC person.

Renewals: 380 renewals were sent out and 60 have not responded. Some were trainings not approved that held up the renewals. Some were not enough credits.

The Board discussed how some courses relate to operating a VSWS. It is helpful to operators to submit all of their trainings even if they have more than enough for the amount of TCH's they need.

A few of the operators submitted online trainings they have taken that worked out quite well.

The DWP is working on a new program that will offer much more access to tracking the TCH's. It will take time to adjust to the Board's needs for keeping records of the water operators. The staff is looking forward to using the new system.

Exams: April exams are coming in at a slow rate. The new applications are working very well.

### **Old Business:**

Rule Change Status: The Rule Change has not been submitted to the Secretary of State's office yet.

ERG Request for Proposals: The ERG has been awarded. There were 5 RFP's that went out.

Evaluators will have a format to follow when on site of trainings with a follow up.

The idea of the ERG grant is to fund training. Over a 3 year time frame new topics will come up and trainings will have to be adjusted.

Designated Operators Status: There were 325 forms sent out to the NTNC systems with 93% compliance and 55 now pending call. The C systems had 198 forms sent with 87% compliance, 24 received ok pending call for missing data. The NC systems totaled 12 with 83% compliance.

Sub-Committee updates: ABC Exams. According to the ABC's rules, we can pull questions that do not pertain to Maine's DWP Rules and long as we replace them with validated questions from a pool and keep the need to know criteria. We have to keep a validated exam in order to keep out primacy.

### **New Business:**

Terry Trott requested Executive Session. Carlton Gardner made a motion to go to Executive Session and Lowell Martin 2<sup>nd</sup>. Passed. 10:25.

Carlton Gardner voted out of Executive Session at 10:45 and Chris Crovo 2<sup>nd</sup>. Passed.

The Board feels that it's important to do back ground checks on operators. It is in the DWP statutes. The Board would go 4 years back. There will be a cost involved and the Board will look into the procedure.

ABC Conference: David Bartlett and Beth Pratte will be going to the ABC Conference in New Orleans on January 25, 2005.

The Conference is assembling committees and looking for volunteer sub-committees to work on projects such as; backflow protection, assembly test certification, acceptable experience, distribution and collection rating system, and the responsibility of quality and quantity.

The Board thanks Beth Pratte for all of her hard work and input into the workings of the Board of Licensure of Water Operators. Beth will be missed.

David Bartlett made a motion to adjourn the meeting and Lowell Martin 2<sup>nd</sup> it. Passed 11:15 a.m.